



Faculty of Business Administration – Bachelor Programmes
Information Sheet for Pre-Enrollment & Course Add/Drop
Academic Year 2025/2026 – 1st Semester

Please read before Course Add/Drop

A) Year-4 and graduating students must complete the self-graduation check before pre-enrollment and course add/drop.

Please download the study plan from the FBA homepage and perform regular checks (<https://fba.um.edu.mo/students/study-plans/>). Please ensure you have completed **all required courses** for graduation in your final year of study.

If you have **NOT** taken and passed all required courses in your curriculum, you will **NOT** be able to graduate. In addition, a minimum cumulative GPA of 2.0 is required for graduation.

B) Quotas for compulsory courses and required electives

Please check your study plan on the FBA homepage (<https://fba.um.edu.mo/students/study-plans/>) before pre-enrollment and course add/drop to ensure you have enrolled in the correct courses. **Please make sure you have enrolled into all your compulsory courses and required electives.**

C) Study load

NO FBA STUDENT WILL BE ALLOWED TO TAKE EIGHT 3-CREDIT COURSES.

D) Course/Major information

GENERAL EDUCATION (GE) COURSES:

- Students admitted between academic years 2017/2018 and 2024/2025 (B7 to C4 intakes) are required to take **TWO** courses from **EACH** of the four GE areas, including **ONE** compulsory course from **EACH** area as stated below. Additional GE courses taken will **ONLY** be counted as free electives (FE). For further details, please refer to the Registry homepage (<https://reg.um.edu.mo/current-students/curriculum-model/ug-curriculum-model/general-education/2017-2018/framework/>).

General Education Area	Compulsory Course	
Global Awareness	GEA1000	Macao and Chinese Civilization
Literature and Humanities	GELH1000 / GELH1010	Chinese Language and Culture / Chinese Language and Culture (for International Students)
Science and Technology	GEST1001	Quantitative Reasoning for Business



General Education Area	Compulsory Course
Society and Behaviour	GESB1000 Ethics, Values, Law and Society (Please refer to point 2 of this section)

- FBA students (B7 to C4 intakes) who have **NOT** completed GESB1000 (GESB1001/1002/1003), which is required for graduation, should **enroll in and pass this course as soon as possible**. This course **will be phased out and will stop being offered soon**, limited enrollment **quotas will be available in academic year 2025/2026**.
- IIR17 students (B7 and B8 intakes) are required to take PSYC1000 Introduction to Psychology. These students are **NOT** allowed to take GESB1010 Psychology of Everyday Life to fulfill either the GE or FE requirement.

ENGLISH LANGUAGE COURSES:

- Detailed information relevant to Languages and Skills is available at the Registry homepage (<https://reg.um.edu.mo/current-students/curriculum-model/ug-curriculum-model/languages-and-skills/>).

ACCOUNTING (ACCT) COURSES / MAJOR:

- ACCT3003 Intermediate Accounting III will be offered in the **1st semester of academic year 2025/2026 but NOT in future semesters**. ACC17 and ACC19 students (C0 and before intakes) who have **NOT** completed ACCT3003 **should complete this course in the 1st semester of academic year 2025/2026**.
- ACCT2004 Intermediate Accounting is **NOT** for ACC17 and ACC19 students (C0 and before intakes). Those students should take ACCT2001 Intermediate Accounting I, ACCT3000 Intermediate Accounting II and ACCT3003 Intermediate Accounting III instead.
- The pre-requisite requirement for the course below is revised starting from academic year 2025/2026.

Code	Course Title	Updated Pre-requisite
ACCT3009	Financial Statement Analysis	ACCT2004 Intermediate Accounting

- ACCT3006/3007 Internship for Accounting Function I/II, which carry 1.50 credit units each, are paired required electives for ACC17-PAC17, ACC19 and ACC21 students (B7 and after intakes). Students intend to take these courses should submit the completed "Internship Acceptance Form" (with a separate job description) on semester basis and obtain approval from concerning course instructor **before starting the internship/enrollment**. Students should drop this course during the course add/drop period if they are **UNABLE** to find an internship successfully. For details, please refer to the FBA homepage (<https://fba.um.edu.mo/aim/internship/>).
- Graduates of the Bachelor of Science in Accounting (ACC) programme are awarded exemptions for papers by some international professional accountancy bodies, provided that the



corresponding UM courses are completed. Please refer to FBA homepage for details (<https://fba.um.edu.mo/programmes/bachelor/bscacc/>).

6. Students should follow the study plan according to their major and intake. **NOT all ACCT courses are offered every semester**. If students do not take courses in the correct sequence, they may **NOT** graduate on time. It is recommended to **always check and fulfill the pre-requisite requirements before enrollment**. For the study plans, please refer to the FBA homepage (<https://fba.um.edu.mo/students/study-plans/>).

BUSINESS ECONOMICS (BECO) COURSES / MAJOR:

1. Students are **NOT** allowed to take BECO1000 Principles of Microeconomics and BECO1001 Principles of Macroeconomics at the same time.
2. Students **MUST** complete BECO1000 Principles of Microeconomics **before** enrolling in BECO1001 Principles of Macroeconomics.
3. BECO2000 Intermediate Economics is for GBS17, GBS20 (C1 and before intakes), FNC and FNC-FNE students only.
4. BECO2001 Econometrics I is for GBS17, GBS20 (C1 and before intakes), FNC and FNC-FNE students only.
5. BECO3008 Intermediate Microeconomics will **ONLY be offered in the 1st semester** of academic year 2025/2026. It is for BEC and BEC-SEC students only.
6. BECO4003 Introduction to Econometrics is for BEC and BEC-SEC students only.
7. **IMPORTANT:** If a course is offered in the 2nd semester, normally it will NOT be offered in the 1st semester of the following academic year, with the exception of BECO1000 and BECO1001. A course will **NOT be re-offered in the next semester** even if students need it to graduate.
8. BEC and BEC-SEC students should carefully perform graduation check before pre-enrollment and course add/drop to ensure they can complete all required courses for gradation.

FINANCE (FINC) COURSES / MAJOR:

1. FINC2000 Financial Management and FINC2001 Advanced Financial Management are **NOT** for FNC17 and FNC20 students (B7 and after intakes), they should take FINC2003 Corporate Finance instead.
2. FINC2003 Corporate Finance is for FNC17 and FNC20 students (B7 and after intakes) only.
3. As a special arrangement for academic year 2025/2026, one section of FINC3001 Financial Statement Analysis and Valuation will be offered in each semester of this academic year.
4. FINC4009 Financial Modeling is for GBS17, GBS20 (C1 and before intakes) and FNC students only.
5. FINC4011 Graduation Project on Applied Finance is a two-semester course for FNC and FNC-



FNE students only. Students **MUST** stay in UM to complete this one-year applied research project in their 4th year of study. Year-4 students should ensure they enroll in this course in the 1st semester of academic year 2025/2026. **Failure to take the course in the 1st semester will delay graduation.** Students wishing to participate in an overseas exchange programme should do so in their 2nd or 3rd year of study.

6. FINC4012 Financial Risk Management is for GBS17, GBS20 (C1 and before intakes), FNC and FNC-FNE students only.
7. FINC4014 Exotic Options and Structured Products will **ONLY** be offered in the 1st semester, but **NOT** in the 2nd semester of academic year 2025/2026. It is for Year-4 FNC and FNC-FNE students only.
8. **IMPORTANT:** If a course is offered in the 2nd semester, normally it will **NOT** be offered in the 1st semester of the following academic year. A course will **NOT** be re-offered in the next semester even if students need it to graduate.
9. FNC and FNC-FNE students should carefully perform graduation check before pre-enrollment and course add/drop to ensure they can complete all required courses for graduation.

INTERNATIONAL INTEGRATED RESORT MANAGEMENT (IRTM) COURSES / MAJOR:

1. IIR students **MUST** enroll in courses and follow the study plan according to their intake. For the study plans, please refer to the FBA homepage (<https://fba.um.edu.mo/students/study-plans/>).
2. IIR20 students **MUST** enroll in **ONE** required elective (RE) from the “*Common Required Electives List*” and **ONE** RE from the “*Convention & Hospitality Management Required Electives List*” (for CHM20) OR the “*Gaming Management Required Electives List*” (for GMM20). Please refer to the study plans (<https://fba.um.edu.mo/students/study-plans/>) for details.
3. IRTM4009 Special Topics in Hotel and Resort Management will be offered in the 1st semester of academic year 2025/2026, and the topic will **focus on corporate social responsibility in integrated resort and tourism management.**
4. The following courses will **ONLY** be offered in the 1st semester of academic year 2025/2026.
 - IRTM3003 Casino Management
 - IRTM3004 The Macao Gaming and Hospitality Industries
 - IRTM3006 Human Resource Management in Integrated Resort
 - IRTM3009 Food and Beverage Management
 - IRTM3014 Hospitality and Tourism Law
 - IRTM3016 Casino Marketing
 - IRTM3017 Accommodation, Facilities and Security Management
 - IRTM4001 Resort Marketing and Promotion



INFORMATION SYSTEMS AND OPERATIONS MANAGEMENT (ISOM) COURSES:

1. ISOM2001 Information Systems and Organizations will **NOT** be offered from academic year 2025/2026.
2. ISOM3018 Business Data Mining and Visualization is a compulsory course for BIA19 students (B9 and after intakes) and is incompatible with ISOM3006 Big Data with Business Applications due to course similarity. Both ISOM3006 and ISOM3018 are **NOT** for FST students.
3. ISOM3016 Computer Networking for Business **will be offered in the 1st semester** of academic year 2025/2026 **INSTEAD OF the 2nd semester**.
4. ISOM3035 Operations Management will **NOT** be offered in the 1st semester of academic year 2025/2026.
5. Only 3 credit units will be granted if students complete incompatible courses under the same group in the following table. Please note that courses in the same group are **NOT** necessarily equivalent.

Group	Incompatible Courses	
1.	ISOM1002	Business Mathematics
	GEST1001	Quantitative Reasoning for Business
2.	ISOM2002	Statistics and Data Analysis
	ISOM2003	Probability and Statistics
	FINC2002	Statistics for Finance
3.	ISOM2002	Statistics and Data Analysis
	ISOM2004	Data Analysis and Modeling
	FINC2002	Statistics for Finance
4.	ISOM3022	Information Technology for Logistics and Supply Chain Management
	ISOM3035	Operations Management
5.	ISOM3006	Big Data with Business Applications
	ISOM3018	Business Data Mining and Visualization

6. The following course substitution is for students who transferred from non-FBA programmes to FBA programmes. Please approach FBA General Office for application of course substitution.

	Substituted Course	Course Taken Before Transfer of Major / Programme
1.	ISOM2002 Statistics and Data Analysis	ECON2000 Statistics I
2.	ISOM2002 Statistics and Data Analysis	ECON2001 Statistics II

7. Students should follow the study plan according to their major and intake. **NOT all ISOM courses are offered every semester**. If students do not take courses in the correct sequence, they may **NOT** graduate on time. For the study plans, please refer to the FBA homepage (<https://fba.um.edu.mo/students/study-plans/>).

GLOBAL BUSINESS MANAGEMENT (MGMT) COURSES / MAJOR:

1. MGMT3000 Global Business Environment is offered to GBS22, GBM22 and MKG22 students (C3 intake), as well as all retaking students in the 1st semester.
2. MGMT3001 International Management and MGMT3002 Competitive Advantage are offered to



GBM22 students (C2 intake) in the 1st semester. These courses will **ONLY** be available in the 1st semester of academic year 2025/2026.

3. GBM17 (B9 and before intakes), GBM20 (C0 and C1 intakes) and GBM22 students (C2 and after intakes) need to take **two** required electives to fulfill their graduation requirements.
4. Students should follow the study plan on FBA homepage (<https://fba.um.edu.mo/students/study-plans/>) by taking the compulsory courses and required electives each semester according to their major and intake. Otherwise, they may **NOT** graduate on time by taking incorrect course(s).

MANAGEMENT (MGMT) COURSES / MAJOR:

1. MGMT1000 Principles of Business Management is offered to ACC21 and GBS22 students (C5 intake), as well as all retaking students.
2. MGMT2000 Business Communications is offered to GBS22 students (C4 intake), and all retaking students.
3. GBS22 students (C4 intake) who take MGMT2001 Organizational Behavior in the 1st semester will take ISOM1005 Introduction to Business Intelligence and Information in the 2nd semester, and vice versa.
4. MGMT3003 Strategic Management is offered to students from ACC21 (C2 intake), FNC20, FIC22, GBM22 and MKG22 and (C3 intake), as well as all retaking students.
5. MGMT3004 Research Methods is offered to GBM22 and HRM22 students (C3 intake), as well as all retaking students.
6. MGMT3005 Human Resource Management is offered to HRM22 students (C3 intake), and all retaking students.
7. MGMT3009 Business Ethics and Corporate Social Responsibility is offered to ACC21, BEC22, and HRM22 students (C3 intake), as well as GBM22 students (C2 intake).
8. MGMT4009 Training and Development is offered to HRM22 students (C3 intake), and all retaking students.
9. MGMT4010 Performance and Compensation Management is offered to HRM22 students (C2 intake), and all retaking students. This course will **ONLY** be offered in the 1st semester of academic year 2025/2026.
10. HRM17 (B9 and before intakes), HRM20 (C0 and C1 intakes) and HRM22 students (C2 and after intakes) need to take **three** required electives to fulfill their graduation requirements.
11. Students should follow the study plan on FBA homepage (<https://fba.um.edu.mo/students/study-plans/>) by taking the compulsory courses and required electives each semester according to their major and intake. Otherwise, they may **NOT** graduate on time by taking incorrect course(s).



MARKETING (MKTG) COURSES / MAJOR:

1. MKTG2000 Principles of Marketing is offered to GBS22 students (C4 intake), and all retaking students.
2. MKTG3000 Consumer Behavior is offered to MKG22 students (C3 intake), and all retaking students.
3. MKTG4000 International Marketing is offered to MKG22 students (C3 intake), and all retaking students.
4. MKTG4001 Integrated Marketing Communications and MKTG4002 Marketing Strategy are offered to MKG22 students (C2 intake), and all retaking students. These courses will **ONLY** be available in the 1st semester of academic year 2025/2026.
5. MKG17, MKG17-RSM17 (B9 and before intakes), MKG20 (C0 and C1 intakes) and MKG22 students (C2 and after intakes) need to take **three** required electives to fulfill their graduation requirements.
6. To avoid delay in graduation, MKG students should:
 - (a) Complete all compulsory courses, except ISOM4006 Project and Quality Management, by the 1st semester of their 4th year of study; and
 - (b) Follow the study plan on FBA homepage (<https://fba.um.edu.mo/students/study-plans/>) by taking the compulsory courses and required electives each semester according to their intake.

E) PROGRAMME INFORMATION

BACHELOR OF BUSINESS ADMINISTRATION (BBA/GBS):

- ◆ Students are **HIGHLY RECOMMENDED** to perform the self-graduation check before pre-enrollment and course add/drop to clearly identify any missing courses.
- ◆ GBS22 students (C2 and after intakes) who have taken either MGMT2001 or ISOM1005 in the 1st semester, should take the remaining course in the 2nd semester.
- ◆ FIC22 students (C2 and after intakes) should take ACCT3009 Financial Statement Analysis in the 2nd semester of their 4th year of study.
- ◆ In order to graduate, it is **COMPULSORY for GBM17, GBM20 and GBM22 students to participate in the outgoing exchange programme for AT LEAST one semester.**

BACHELOR OF SCIENCE IN ACCOUNTING (ACC): NIL

BACHELOR OF SCIENCE IN BUSINESS INTELLIGENCE AND DATA ANALYTICS (BIA): NIL

BACHELOR OF SCIENCE IN FINANCE (FNC): NIL



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UNIVERSITY OF MACAU

BACHELOR OF SCIENCE IN INTERNATIONAL INTEGRATED RESORT MANAGEMENT (IIR): NIL

F) FBA students are NOT allowed to take several courses offered by other faculties. Students have to check the relevant list on the FBA homepage before pre-enrollment and course add/drop (<https://fba.um.edu.mo/students/study-plans/>).